



Purchasing Activity Register (UFS)

Available in **UFS**, this report enables departments to analyse expenditure on a particular supplier and/or buyer.

Responsibility: iProcurement Buyer
Navigate: Buyers Work Centre > Requests

Parameter Screen

Schedule Request: Parameters

* Indicates required field

Program Name **Purchasing Activity Register (UFS)**

Request Name

Title

Creation Dates From

To

PO Type

Vendor

Buyer

Sort By

* Dynamic Precision Option -9,999,990.00

Buttons: Cancel, Submit, Back, Step 2 of 7, Next

Example report output

CAPSA Set of Books Purchasing Activity Register (UFS) Report Date: 16-FEB-2016 10:35

Report Parameters
 Creation Dates From :
 To :
 PO Type :
 Vendor :
 Buyer : Peck, Mrs Margaret
 Sort By :

CAPSA Set of Books Purchasing Activity Register (UFS) Report Date: 16-FEB-2016 10:35
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Creation Date	PO Number - Release	Buyer	PO Type	Vendor	Currency	PO Amount	Functional Amount
16-JUN-09	1065799	Peck, Mrs Margaret	Standard Purchase Order	UNIVERSITY OF EAST ANGLIA	GBP	594.00	594.00
							594.00
12-NOV-09	1123078	Peck, Mrs Margaret	Standard Purchase Order	BIOCHEMISTRY	GBP	57.70	57.70
							57.70
17-NOV-09	1124725	Peck, Mrs Margaret	Standard Purchase Order	OFFICE DEPOT UK LTD	GBP	0.84	0.84
							0.84
03-MAR-10	1164668	Peck, Mrs Margaret	Standard Purchase Order	SIGMA-ALDRICH CO LID	GBP	8,000.00	8,000.00
							8,000.00
04-MAR-10	1165004	Peck, Mrs Margaret	Standard Purchase Order	SYSTEM INSIGHT	GBP	1,700.82	1,700.82
							1,700.82
15-MAR-10	1168270	HAWTIN, Mr. Del Del	Standard Purchase Order	INFORMATION SERVICES	GBP	32.00	32.00
	1168271	HAWTIN, Mr. Del Del	Standard Purchase Order	BIOCHEMISTRY	GBP	486.90	486.90
							518.90